



Name: Concurrent Registration Policy  
Category: Academic Policy  
Subject: Concurrent and Serial Course Registration  
Owner: Student Affairs  
Related Procedures: N/A  
Related Forms: N/A

## **I. SCOPE**

This Concurrent Registration Policy applies to all students who register for a credit or non-credit course.

## **II. POLICY STATEMENT**

Delaware Technical and Community College (“College”) strives to ensure access to available courses for all students.

The College prohibits concurrent registration in different sections of the same course in the same semester. If a student registers concurrently for different sections of the same course, the College will honor the first section registration, and the Registrar will drop the second registration. A student must gain approval from their academic advisor before registering for the same course in sequential semesters, i.e., Fall and Spring, Spring and Summer, or Summer and Fall. If the student registers without advisor approval, the College may drop the second or sequential course registration.

The new policy is highlighted in red.

## **III. POLICY**

### **Concurrent Registration Policy**

Delaware Technical and Community College prohibits concurrent registration in different sections of the same course. If a student registers concurrently for different sections of the same course, the College will honor the first section registration, and the Registrar will drop the second registration.

The College requires a student to obtain their academic program advisor’s approval before registering for the same course in sequential semesters, i.e., Fall and Spring, Spring and Summer, or Summer

and Fall. If the student registers without program advisor approval, the College may drop the second or sequential course registration.

**IV. EFFECTIVE DATE(S)**

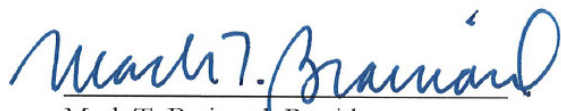
This policy is effective January 1, 2024.

**V. FREQUENCY OF REVIEW AND UPDATE**

This College will review this policy annually and update it if necessary.

**VI. SIGNATURE AND DATE OF APPROVAL**

The policy does not require approval by the Board of Trustees.



Mark T. Brainard, President

12/14/2023

Date